

AGENDA

CITY OF POCATELLO CITY COUNCIL BUDGET DEVELOPMENT MEETING

July 7, 2022 • 9:00 AM
Council Chambers | 911 North 7th Avenue

During low/medium COVID-19 community level designations, individuals are encouraged, but not required, to wear masks/face coverings.

During high COVID-19 community level designations, individuals will be required to wear masks/face coverings.

The meeting will be live-streamed at:
<http://streaming.pocatello.us/> and available on Sparklight
Cable channel 56

City Hall is accessible to persons with disabilities. Program access accommodations can be provided upon three (3) days' advance notice by contacting Skyler Beebe at sbeebe@pocatello.us; 208-234-6248 or 5815 South 5th Avenue, Pocatello.

1. ROLL CALL

2. FISCAL YEAR 2023 BUDGET PRESENTATION

Mayor Blad will present a draft budget proposal to Council members for their consideration and input. **(ACTION ITEM)**

Documents:

[AGENDA-ITEM-2.PDF](#)

3. ADJOURN



OFFICE OF THE MAYOR/COUNCIL
911 North 7th Avenue
P. O. Box 4169
Pocatello, Idaho 83205-4169

BRIAN C. BLAD
Mayor

Pocatello City Council:

ROGER BRAY
RICK CHEATUM
LINDA LEEUWRIK
JOSH MANSFIELD
CLAUDIA ORTEGA
CHRIS STEVENS

Office: 208-234-6163
Website: pocatello.us

July 6, 2022

TO: Pocatello City Council
FROM: Mayor Brian C. Blad
SUBJECT: FY2023 Draft Budget

The FY 2023 draft budget to be presented July 7, 2022 includes the following items as discussed during the May 26 and June 6 through 9 Budget Development Meetings.

REVENUE

Taxes

- **\$899,808** – 3% increase from the highest budget of 3 years + projected new construction + annexation - State replacement monies
- **\$325,642** – 1% forgone for O&M
- **\$976,924** – 3% forgone for capital items only

Additional Revenue

- **\$940,497** – additional State revenue sharing per AIC estimates
- **\$38,330** – additional liquor sales per AIC FY2022 ending estimate
- **Reductions in all three franchise fees**
- **\$435,591** – additional highway distribution per AIC estimates

EXPENDITURES

- 14.2% increase in Blue Cross of Idaho
- Salary Changes per 6/8/2022 Presentation
 - Union CBA costs
 - Police Management Pay Scale
 - Fire Management Pay Scale
 - General Employee Pay Scale
 - Variable Employee Pay Scale
 - Seasonal Employee Pay Scale
- New Employee Requests
- New Fuel Estimates
- Up to a 3% O&M Increase per Department

AN EQUAL OPPORTUNITY EMPLOYER
VETERAN'S PREFERENCE

ADDITIONAL ITEMS FOR TENTATIVE APPROVAL FOR PUBLICATION

- Internal Service Fund Budgets so transfers can be loaded = some will impact the General Fund
 - Information Technology
 - Public Works Director
 - Science & Environment
 - Utility Billing
 - GIS
 - Fleet Services
- New or Increased Fee Requests Presented May 26
- Use of Reserves and/or Fund 078 Transfers
 - Airport Fund
 - Pocatello Arts Council = Chief Theater Fund
 - Emergency Repair Fund
 - Sanitation Department
 - Water Department
 - WPC
 - Education Benefits
 - Police Retirement Trust
 - Retirement Payout Fund

TAX SOLUTION WORKSHEET

Also for review is the traditional Tax Solution Worksheet. As you can see from the Revenue vs. Expenditure Worksheet, there is very little needed to balance the existing DRAFT budget.

However, there are several tax-supported departments that have requested additional items, projects, etc. These have been listed on the sheet along with any revenue available to cover the expense. If there is no revenue listed, the item would add to any balancing “problem.”

You also have the non-budgeted, ranked list to consider adding from that could add to any balancing “problem.”

	FY2021 ACTUAL	FY2022 BUDGET	FY2022 Y-T-D	FY2023 PROJECTED		Difference FY22 to FY23
= Council tentatively approved items. *Note: approval of 955,686 on 6/8/22. updated number 6/10/22				\$ 939,327	3% *highest budget of 3 years = \$31,310,899; updated 6/10/22	
= FYI purposes: property tax breakdown if Council approves 3% + new construction only & % breakout stays at FY22 levels. Amounts have been updated 6/10/22				\$ 136,684	new construction estimate as of 6/8/22	
= new additions to spreadsheet 6/10/22; added to General Fund				\$ 176,216	additional new construction 6/10/22	
				992	annexation	
				(\$353,411)	minus State replacement money (ag and personal property reimbursements)	
				\$ 899,808	new property tax available	
City's forgone balance is \$3,372,488				\$ 325,642	1% *forgone for O&M	adds to the base
				\$ 976,924	3% *forgone for capital	DOES NOT add
				\$ 2,202,374	new property tax with forgone	
GENERAL FUND						
Property Tax	\$ 21,592,834	\$ 22,208,156	\$ 14,245,434	\$ 23,145,520		\$ 937,364
additional new construct				\$ 176,216		\$ 176,216
annexation				\$ 992		\$ 992
1% Forgone O&M incr.				\$ 325,642		\$ 325,642
Revenue Sharing	\$ 4,989,010	\$ 5,710,556	\$ 2,990,809	\$ 6,651,053	AIC	\$ 940,497
Liquor Sales	\$ 782,305	\$ 698,850	\$ 294,872	\$ 737,180	FY22 AIC	\$ 38,330
Franchise - Gas	\$ 326,473	\$ 324,565	\$ 81,275	\$ 324,000	historical	(\$565)
Franchise - Cable	\$ 170,292	\$ 143,163	\$ 39,635	\$ 135,000	historical	(\$8,163)
Franchise - Electric	\$ 466,507	\$ 435,858	\$ 236,421	\$ 435,000	historical	(\$858)
Water Lease	\$ 28,617	\$ 187,500	\$ 18,985			
General Fund Projected New Income						\$ 2,409,455
STREET FUND						
Property Tax	\$ 2,883,584	\$ 3,829,473	\$ 2,402,277	\$ 3,084,594		(\$744,879)
County R&B	\$ 1,606,120	\$ 808,000	\$ 468,123	\$ 800,000	historical	(\$8,000)
Highway Distribution	\$ 2,785,624	\$ 2,741,905	\$ 1,366,397	\$ 3,177,496		\$ 435,591
Regular Distribution		\$ 2,046,185		\$ 2,120,644	AIC	\$ 74,459
HB312		\$ 641,855		\$ 666,979	AIC	\$ 25,124
HB362		\$ 53,865		\$ 389,873	AIC	\$ 336,008
Street Projected New Income						(\$317,288)
LIABILITY FUND	\$ 577,028	\$ 577,722		\$ 484,620		(\$93,102)
RECREATION FUND	\$ 1,476,820	\$ 1,472,326	\$ 930,498	\$ 1,669,857		\$ 197,531
CEMETERY FUND	\$ 162,545	\$ 160,903	\$ 101,935	\$ 163,735		\$ 2,832
AIRPORT FUND	\$ 984,896	\$ 981,028	\$ 620,239	\$ 1,077,410		\$ 96,382
LIBRARY FUND	\$ 1,859,215	\$ 1,853,397	\$ 1,171,210	\$ 2,182,762		\$ 329,365
DEBT SERVICE	\$ 228,691	\$ 227,894	\$ 3,488	\$ 225,000		(\$2,894)
CAPITAL FUND						
3% Forgone Capital	\$ 998,109	\$ -	\$ -	\$ 976,924		\$ 976,924
PROPERTY TAX TOTAL INCREASE	\$ 29,765,613	\$ 31,310,899		\$ 33,513,272		\$ 2,202,373

FY2023 REVENUE VS EXPENDITURE COMPARISON

Fund Number	Fund Divisions	Proposed Revenue *w/3% plus 136684 NC	Proposed Expenditures	Balance	Notes	Reserve Balances
001 GENERAL FUND			\$ 39,586,981	(\$128,538)	*includes 992 annexation, 176216 add'l NC as of 6/10/22, 325642 1% forgone	\$4,164,623
Property Tax & Other Revenue		\$ 39,132,801				
1% forgone O&M increase		\$ 325,642				
TOTAL GENERAL FUND REVENUE		\$ 39,458,443				
001-0100	Mayor/Council		\$ 930,760			
001-0200	Finance Department		\$ 1,115,178			
001-0300	City Hall		\$ 554,188			
001-0500	Building Department		\$ 807,758			
001-0600	Planning & Development		\$ 936,463			
001-0601	Engineering		\$ 1,124,704			
001-0602	GIS		\$ 174,448			
001-0700	Human Resources		\$ 617,018			
001-0800	Non-Departmental		\$ 1,747,350			
001-0900	Legal Department		\$ 1,046,503			
001-1000	Police Department		\$ 17,734,319			
001-1100	Fire Department		\$ 9,116,315			
001-1200	Animal Services		\$ 1,089,511			
001-1301	Parks Department		\$ 2,329,850			
001-1302	Parks & Rec Administration		\$ 262,616			
002 LIABILITY FUND		\$ 1,340,657	\$ 1,340,657	\$0		\$946,802
003 STREET OPERATIONS		\$ 8,288,302	\$ 8,048,734	\$239,568		\$4,269,308
004 RECREATION FUND		\$ 3,086,716	\$ 3,086,716	\$0		\$106,276
004-1303	Zoo Idaho		\$ 990,049			
004-1304	Outdoor Recreation		\$ 301,963			
004-1305	Team Sports		\$ 507,860			
004-1306	Ross Park Aquatic Complex		\$ 533,040			
004-1307	Commuity Rec. Center		\$ 650,830			
004-1308	Golf Capital Improvement		\$ 82,525			
004-1311	Fort Hall Replica		\$ 11,280			
004-1312	Frontier Village		\$ 4			
004-1313	Summer Concerts		\$ 9,165			
005 CEMETERY FUND		\$ 550,515	\$ 550,515	\$0		\$205,861
006 AIRPORT FUND		\$ 2,080,262	\$ 2,140,551	(\$60,289)	*needs 078 balance approved to balance	\$2,424,836
007 LIBRARY FUND		\$ 2,220,071	\$ 2,220,071	\$0		\$84,182
008 POCATELLO TRANSIT - RURAL		\$ 1,475,564	\$ 1,491,479	(\$15,915)	*federal reimbursement lags	\$575,458
009 POCATELLO TRANSIT - URBAN		\$ 2,650,172	\$ 2,813,521	(\$163,349)	*federal reimbursement lags	(\$824,556)
013 BUSINESS IMPROVEMENT DISTRICT		\$ 100,000	\$ 100,000	\$0		\$1,041
014 CHIEF THEATER FUND		\$ -	\$ 10,638	(\$10,638)	*needs account reserves approved to balance	\$38,863
016 EMERGENCY REPAIR FUND		\$ 40,000	\$ 100,798	(\$60,798)	*needs account reserves approved to balance	\$223,918

**FY2023 REVENUE VS
EXPENDITURE COMPARISON***

Fund Number	Fund Divisions	Proposed Revenue *w/3% plus 136684 NC	Proposed Expenditures	Balance	Notes	Reserve Balances
017 SCIENCE & ENVIRONMENT		\$ 391,804	\$ 405,011	(\$13,207)	*needs transfers from Enterprise updated	\$134,451
030 SANITATION FUND		\$ 9,795,070	\$ 10,979,805	(\$1,184,735)	*needs account reserves (per rate study)approved to balance	\$3,666,079
031 WATER FUND		\$ 15,369,105	\$ 21,401,612	(\$6,032,507)	*needs account reserves (per rate study)approved to balance	\$3,176,860
032 WATER POLLUTION FUND		\$ 12,992,379	\$ 16,937,768	(\$3,945,389)	*needs account reserves (per rate study)approved to balance	\$2,740,642
035 AMBULANCE FUND		\$ 3,896,419	\$ 4,122,512	(\$226,093)	*needs Bannock County approval	\$2,803,554
037 WATER CAPACITY FEE		\$ 560,222	\$ 607,776	(\$47,554)		\$2,721,330
038 WPC CAPACITY FEE		\$ 268,617	\$ -	\$268,617		\$1,409,220
050 INFORMATION TECHNOLOGY		\$ 1,406,852	\$ 1,525,732	(\$118,880)	*needs interfund transfers updated	\$99,279
051 FLEET SERVICES FUND		\$ 1,884,552	\$ 2,014,463	(\$129,911)	*needs interfund transfers updated	\$104,398
052 UTILITY BILLING		\$ 1,350,337	\$ 1,555,021	(\$204,684)	*needs transfers from Enterprise updated	(\$644,325)
053 EMPLOYEE WELLNES FUND		\$ 52,447	\$ 52,447	\$0		\$203,179
054 PUBLIC WORKS DIRECTOR		\$ 308,782	\$ 337,203	(\$28,421)	*needs transfers from Enterprise updated	\$33,134
055 FUEL INTERNAL SERVICE		\$ 1,223,877	\$ 1,223,877	\$0		(\$190,683)
056 WORKER'S INSURANCE FUND		\$ 918,100	\$ 1,266,188	(\$348,088)	*potential expenditures; reserves will be requested if needed	\$595,776
057 EDUCATION BENEFITS		\$ 51,500	\$ 51,500	\$0	*entire FY23 amount funded w/reserves	\$91,250
059 DEBT SERVICE		\$ 225,000	\$ 225,000	\$0		\$41,981
060 WPC DEBT SERVICE		\$ 3,096,563	\$ 3,096,563	\$0		(\$28,404,766)
061 WATER DEBT SERVICE		\$ 640,872	\$ 640,872	\$0		(\$4,743,113)
070 FEDERAL AID PROJECTS		\$ 310,000	\$ 146,862	\$163,138		\$612,601
072 AIRPORT CONSTRUCTION		\$ 5,107,951	\$ 5,282,455	(\$174,504)	*federal reimbursement lags	(\$1,292,882)
073 WATER CAPITAL PROJECTS			\$ 2,651,036	(\$2,651,036)		\$6,498,012
074 WPC CAPITAL PROJECTS		\$ 1,300,000	\$ -	\$1,300,000		\$3,035,263
076 BUILDING RENOVATION		\$ 35,880	\$ -	\$35,880	*liquor store rent/maintenance	\$81,154
078 CAPITAL IMPROVEMENT		\$ 1,216,924	\$ 1,196,924	\$20,000		\$3,241,831
081 CDBG ENTITLEMENT FUND		\$ 1,890,897	\$ 1,890,897	\$0		(\$77,973)
084 ARPA FEDERAL GRANT		\$ 10,495,496	\$ 10,495,496	\$0	*all money received FY22, needs reserves rolled over	
088 POLICE GRANT FUND		\$ 54,986	\$ 54,438	\$548		\$118,544
951 POLICE RETIREMENT TRUST		\$ 255,000	\$ 769,433	(\$514,433)	*use of reserves planned	\$3,064,006
952 RETIREMENT PAYOUT FUND		\$ 213,145	\$ 837,397	(\$624,252)	*needs account reserves approved to balance	\$694,958
954 EIDC REVOLVING LOAN FUND		\$ 300,000	\$ 300,000	\$0		
955 CDR LOAN TRUST		\$ 35,035	\$ 35,035	\$0		(\$19,285)
957 ZOO IMPROVEMENT FUND		\$ 3,500	\$ 20,892	(\$17,392)		(\$43,441)
962 FAÇADE LOAN TRUST		\$ 42,303	\$ 42,303	\$0		\$22,018
964 PROPERTY ABATEMENT FUND		\$ 115,000	\$ 115,000	\$0		\$136,950

FY2023 TAX FUND SOLUTION WORKSHEET

Options for Removal = Would Reduce the Tax Ask											
General Fund											
001-0100	1.04% Mayor/Council O&M	\$	970.00								
001-0100	eliminate Mayor/Council vehicle savings	\$	2,000.00								
001-0200	1.6% Finance O&M increase	\$	2,956.00								
001-0500	3% Building O&M increase	\$	1,382.00								
001-0600	23.6% Planning O&M incr.	\$	24,304.00								
001-0601	1% Engineering O&M incr.	\$	850.00								
001-0601	eliminate Eng. Capital savings	\$	13,000.00								
001-0602	7.5% GIS O&M increase	\$	5,000.00								
001-0700	29.3% HR O&M increase	\$	20,765.00								
001-0900	3% Legal O&M increase	\$	2,655.00								
001-1000	3% Police O&M increase	\$	48,358.00								
001-1000	Patrol Officer 3rd Class	\$	80,613.09					SD #25 funding			
001-1000	Patrol Officer 3rd Class	\$	80,613.09					Idaho AG funding			
001-1100	4.7% Fire O&M increase minus PVT/EAP	\$	22,200.00					39937-PVT-EAP requirements			
001-1200	3% Animal Services O&M increase	\$	7,112.00								
001-1301	3% Parks O&M increase	\$	11,945.00								
001-1302	3% P&R Admin O&M incr.	\$	486.00								
				Selected	Add Revenue	Revenue Available					
Liability Fund											
002	3.71% O&M increase	\$	36,017.00								
Street Fund											
003	3% O&M increase	\$	116,741.00								
003	Utility Locator - 34%	\$	25,676.00					impacts the Water & WPC budgets			
003	Utility Locator - 34%	\$	25,676.00					impacts the Water & WPC budgets			
Recreation Fund											
004-1303	3.45% Zoo O&M increase	\$	5,787.00								
1303-13	2.22% O&M increases	\$	18,017.00								
004-1303	Zookeeper	\$	73,022.03								
Airport Fund											
006	1.88% O&M increase	\$	11,689.00								
006	85.71% capital increase	\$	30,000.00								
Library Fund											
007	O&M increase	\$	9,242.00								
	Category Selection Total	\$	677,076	\$0	\$0						
Interfund Impacts to General Fund											

**FY2023 TAX FUND
SOLUTION WORKSHEET**

050	CentralSquare U	\$ 12,600.00							
	Options for Removal = Non-Tax								
008	Transit Driver	\$ 67,908.65			grant funds				
030	Senior Sanitation Op.	\$ 75,520.36							
030	Machinist Fab/Welder	\$ 78,190.16							
031	Utility Locator - 33% Water	\$ 24,922.00			impacts Street Operations budget				
031	Utility Locator - 33% Water	\$ 24,922.00			impacts Street Operations budget				
032	Utility Locator - 33% WPC	\$ 24,922.00			impacts Street Operations budget				
032	Utility Locator - 33% WPC	\$ 24,922.00			impacts Street Operations budget				